



Policy: NPRC-9007: Firearms and Offensive Weapons for Employees and Visitors
Origination: 4-18-2022
Approved: 6-10-2022
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Reviewed:
Last Updated:

Subject: Firearms and Offensive Weapons for Employees and Visitors

1. PURPOSE

This policy statement provides guidelines for employees and visitors in relation to the possession and use of firearms and offensive weapons while engaged in any activity on Northern Pennsylvania Regional College (“NPRC” or the “College”) property or NPRC-related activity.

2. SCOPE AND APPLICABILITY

This policy is applicable to all persons who are employed by the College, non-student visitors at facilities or properties as defined within this policy, and/or providers of services to NPRC while at facilities or NPRC properties, including, but not limited to contractors, and outlines responsibilities regarding policy application. Policy guidelines apply to any activity at NPRC Administrative Center(s), NPRC Education and Training Center(s), Instructional Locations, and Instructional Sites. The scope includes, but is not limited to, activities supported or sanctioned by the College at facilities and properties utilized by NPRC which may not be directly owned or controlled by the College.

3. REFERENCES

- 3.1 NPRC-2103: Corrective Action
- 3.2 NPRC-2110 Code of Conduct
- 3.3 NPRC-2112 Grievance
- 3.4 Pennsylvania Statutes Title 18 Pa. C.S.A Crimes and Offenses § 908. Prohibited Offensive Weapons
- 3.5 Title 18 Crimes and Offenses, Chapter 9: Inchoate Crimes, PA Code §912 – Possession of a weapon on school property,
<https://www.legis.state.pa.us/cfdocs/legis/LI/consCheck.cfm?txtType=HTM&ttl=18&div=0&chpt=9&sctn=12&subsctn=0>
- 3.6 Title 18 Crimes and Offenses, Chapter 61: Firearms and Other Dangerous Articles, PA Code §6106 – Firearms not to be carried without a license,

<https://www.legis.state.pa.us/cfdocs/legis/LI/consCheck.cfm?txtType=HTM&ttl=18&div=0&chpt=61&sctn=6&subsctn=0>

- 3.7 Pennsylvania Statutes Title 18 Crimes and Offenses, Chapter 9: Inchoate Crimes, PA Code §912 – Possession of a weapon on school property,
- 3.8 Pennsylvania Statutes Title 18 Crimes and Offenses, Chapter 61: Firearms and Other Dangerous Articles, PA Code §6106 – Firearms not to be carried without a license.
- 3.9 NPRC-3236: Firearms and Offensive Weapons for Students

4. DEFINITIONS

- 4.1 Firearms and offensive weapons are defined as any tool, instrument, material, or implement capable of inflicting serious bodily injury, which include but are not limited to knives, cutting instruments, cutting tools, nunchuck sticks, firearms, handguns, shotguns, rifles, explosive devices, or crossbows/bow and arrows. The definition of offensive weapon under this policy does not include personal size non-lethal chemical irritants for personal security, small pocketknives or general tools not designed as weapons and used for their lawful and intended purposes.
- 4.2 Safety-intensive educational devices and materials are defined as any tools, instruments, or materials provided by the College to students enrolled in classes with specific hands-on experiences (laboratory or industrial workshop classes) which could, if used in an unintended fashion with disregard for safety protocols dictated by instructors, pose a risk of inflicting serious bodily injury.
- 4.3 Facility/ies and facility property/ies refer to any NPRC Administrative Center(s), NPRC Education and Training Center(s), Instructional Locations, Instructional Sites, or other physical space utilized by NPRC which may not be directly owned or controlled by the College at which any College activity, educational or otherwise occurs.
- 4.4 Educational activities are College-sanctioned or College-associated events, meetings, or gatherings of students which include, but are not limited to, class meetings; field experiences; trainings; club or committee meetings; entertainment, sporting, or other recreational events; seminars; presentations; or other educational events, whether scheduled or impromptu.
- 4.5 Employee shall mean any individual who serves the College in a full-time or part-time capacity as an administrator, staff, or faculty.
- 4.6 Visitors will include those persons that are not employees of the College but visit College Facilities, as defined above, for purposes of conducting business related to the

College, including, without limitation, contractors, self-employed persons, delivery persons, prospective students, and any other persons visiting a College facility.

5. POLICY

- 5.1 NPRC Students are required to comply with NPRC-3236: Firearms and Offensive Weapons for Students
- 5.2 Employees and visitors are required to comply with all state and federal laws related to possession of firearms and offensive weapons.
- 5.3 Any violation of state or federal laws is a direct violation of NPRC-2103: Corrective Action and/or NPRC-2110: Code of Conduct.
- 5.4 Employees and visitors are prohibited from possessing a firearm or offensive weapon on their person or in their belongings while present at a facility or property, whether or not visible. This pertains to all employees and visitors whether possessing a license to carry or not.
- 5.5 Employees and visitors are prohibited from possessing a firearm or offensive weapon in their vehicle if parked on facility property, whether visible or not. This pertains to all employees and visitors whether possessing a license to carry or not.
- 5.6 Employees and visitors are prohibited from possessing a firearm or offensive weapon on their person or in their belongings, whether visible or not, while participating in or attending educational activities. This pertains to all employees and visitors whether or not possessing a license to carry.
- 5.7 Entry upon facilities or properties utilized by the College for any activity sanctioned or associated with the College, whether educational or otherwise, that violates this policy is expressly forbidden and will result in the individual being directed to remove the firearm or offensive weapon immediately. Failure to comply with such directive may result in further disciplinary action.
- 5.8 Safety measures provided by instructors must be strictly and vigilantly followed by employees and visitors while in the presence of safety-intensive educational devices and materials, and such materials must never be removed by employees or visitors from their area of intended use without express permission of and oversight by instructors. Intentional misuse or negligence of safety procedures in the use of safety-intensive educational devices and materials may also be considered a violation of state and federal law and this policy.
- 5.9 When permissible by state laws, federal laws, and any additional rules, policies, or guidelines of the facility or property at which any educational activity occurs or at a

College facility, an employee or visitor may be granted an exception to the requirements and prohibitions provided by this policy by the College's designated Safety Officer in the following circumstances:

- 5.9.1 The employee or visitor is a sworn municipal, county, state, or federal law enforcement officer who carries proper identification or a member of the United States Armed Forces when in uniform and conducting official business in conjunction with their armed forces service.
 - 5.9.2 The employee or visitor is actively participating in an enrolled course, training, or other approved educational activity in the College's curriculum which requires access to a firearm or offensive weapon as an integral part of instruction.
 - 5.9.3 The employee or visitor is responsible for strictly adhering to the requirements provided by this policy.
- 5.10 In addition to complying with requirements and guidelines established by this policy, employees and visitors are required to comply with all policies and procedures regarding firearms established by an individual instructional location when on its premises. Employees and visitors are subject to all penalties or consequences resulting from violation(s) of an instructional location's policies and procedures.

6. RESPONSIBILITIES AND TIMELINES

- 6.1 Employees are responsible for enforcing policy requirements. Enforcement includes the following:
- 6.1.1 Directing any employee or visitor in possession of a firearm or offensive weapon, whether visible or not, to immediately remove the firearm or offensive weapon from the facility or property;
 - 6.1.2 Directing any employee or visitor in possession of a firearm or offensive weapon in their vehicle if parked on facility property, whether visible or not, to remove the vehicle from the facility property or remove the firearm or offensive weapon from the vehicle and property;
 - 6.1.3 Directing that any Employee or Visitor misusing safety-intensive educational devices or materials cease their behavior immediately; and
 - 6.1.4 Reporting all policy violations to the Safety Officer and Director of Human Resources.

- 6.2 The Safety Officer or Vice President of Finance and Administration are responsible for additional actions associated with the application of this policy and implementation of any relevant policies resulting from any violation of this policy. The Vice President of Finance and Administration may assign responsibility and actions to the Director of Human Resources as relevant regarding Employees.
- 6.3 Policy violations may be reported by any individual through submission of FORM-3236: Firearms and Offensive Weapons, available to students, staff, faculty, administrators, and other employees through NPRC's learning management system or intranet and available to the public upon email submitted to helpdesk@rrcnpa.org.
- 6.4 In any instance where an individual or individuals are using a firearm, offensive weapon, or safety-intensive educational device or material in a threatening manner, all faculty, staff, students, and administrators present are responsible for calling 911 emergency services to maintain the safety of one another and the community.

7. REVIEW STATEMENT

Review of this policy will occur in alignment with CLDR 1110: Policy Review Schedule.

Signature on file

Chair, Board of Trustees
Signature on file

Date

President

Date

Attachments: None

Distribution: Board of Trustees; <https://regionalcollegepa.org>

Revision Notes: Policy in Origination